



REQUEST FOR QUOTATION / PROPOSAL

The Civil Aviation Authority of the Philippines – Central Office (CAAP-CO), through its Canvass and Contract Committee (CCC), will undertake a Small Value Procurement for the project described below for Fiscal Year 2025, in accordance with Section 34 of the **Implementing Rules and Regulations (IRR) of Republic Act No. 12009**, otherwise known as the “New Government Procurement Act.”

RFQ No.	:	C25-133-10
Name of the project	:	Repair of ADG II, CSIS Office and Cybersecurity Office at AFC Building
Approved Budget for Contract (ABC)	:	Php 600,000.00
Terms	:	See the attached Annex “A” for Terms of Reference
Location	:	Procurement Division, CAAP, MIA Road, Pasay City
Delivery term	:	Sixty (60) calendar days
Delivery time	:	8:00 AM – 4:00 PM
Delivery location	:	CAAP Supply Warehouse

I. SUBMISSION OF DOCUMENTS

Interested suppliers are required to submit the following valid and current documents, which must be: properly paginated, with tabbing, and placed in a sealed long brown envelope; and chronologically arranged in accordance with the list below:

1. Valid PhilGEPS Registration Certificate (Platinum Membership) – all pages;
2. Valid Mayor’s/Business Permit;
3. Valid Tax Clearance Certificate;
4. Latest Income and/or Business Tax Return (Annual or Quarterly);
5. Duly accomplished and original Omnibus Sworn Statement (OSS) in the form prescribed by the NGPA Standard Forms, and if applicable:
 - Original Notarized Secretary’s Certificate, for corporations, partnerships, or cooperatives; or
 - Original Special Power of Attorney, for joint ventures, authorizing the signatory to represent the Bidder and sign the OSS (required for ABCs above ₱50,000.00);
6. Original brochure or product literature (if applicable);
7. Duly accomplished Price Quotation Form, in the prescribed format.

Upon claiming the Contract, the winning supplier shall present the original copies of all documents listed above for verification purposes, or submit a Certified True Copy issued by the relevant government agency. However, original copies of the Omnibus Sworn Statement, Brochure (if applicable), and Price Quotation Form must be included in the submitted sealed quotation/proposal.



II. QUOTATION VALIDITY AND SUBMISSION DETAILS

All price quotations shall remain valid for a period of one hundred twenty (120) calendar days from the date of submission. Interested suppliers must submit their quotation or proposal in person, enclosed in a sealed long brown envelope, on or 03 DEC 2025, not later than 10:00 A.M., at the 3rd Floor, Procurement Division, General Services Building, Civil Aviation Authority of the Philippines, Old MIA Road, Pasay City, Metro Manila. Late submissions shall not be accepted and will be deemed non-compliant.

Addressed to:

THE SECRETARIAT

Canvass and Contract Committee (CCC)
Civil Aviation Authority of the Philippines
Old MIA Road, Pasay City, Metro Manila

Likewise, any quotation or proposal exceeding the Approved Budget for the Contract (ABC) shall be automatically rejected.

III. EVALUATION AND AWARD OF CONTRACT

The contract shall be awarded to the supplier, contractor, or consultant determined to have submitted either the Single or Lowest Calculated and Responsive Bid (S/LCRB) for goods and infrastructure projects, the Most Economically Advantageous and Responsive Quotation (MEARQ), or, in the case of consulting services, the Single or Highest Rated and Responsive Proposal (S/HRRP), in accordance with Section 66 of the Implementing Rules and Regulations (IRR) of Republic Act No. 12009.

IV. INSPECTION AND ACCEPTANCE

The CAAP Technical Inspection and Acceptance Committee (TIAC) reserves the right to inspect and/or test the goods to verify compliance with the technical specifications.

V. OTHER CONDITIONS

Any interlineations, erasures, or overwriting in the submitted documents shall be considered valid only if they are signed or initialed by the bidder or their duly authorized representative. In the event of delay or failure to perform contractual obligations, liquidated damages, if applicable, shall be imposed in accordance with Section 71 of the Implementing Rules and Regulations (IRR) of Republic Act No. 12009, or as otherwise provided in the contract.

Issued, this 28 NOV 2025 at the Civil Aviation Authority of the Philippines – Central Office Complex, Pasay City.

 28 NOV 2025
ATTY. MARK NESTER T. MENDOZA
Chairperson
Canvass and Contract Committee
Civil Aviation Authority of the Philippines



TERMS OF REFERENCE

Name of Project	: Repair of ADG II, CSIS Office and Cybersecurity Office at AFC Building
Approved Budget	: Php 600,000.00 (Repair and Maintenance-Building and Other Structures) APP Item No. 1810 – 1813 (Modification)
Delivery Period	: Thirty (30) calendar days from the receipt of Notice for Compliance.
Delivery Location	: CAAP SUPPLY WAREHOUSE <i>Note: Delivery must be made only from 8:00AM-4:00PM during regular work days.</i> <i>A Written Notice must be sent to the official email address of the Procurement Division, and Supply Division at least seven (7) calendar days prior to the intended date of delivery.</i> <i>A confirmation of availability of the concerned office must be received by the supplier before proceeding with the delivery. Noncompliance may be a ground for refusal of entry to the premises and receipt of delivery with no fault on the part of the Civil Aviation Authority of the Philippines.</i>
Terms of Payment	: Payment upon full delivery and subject to usual government accounting rules and regulations.



Unit	Item Description	Quantity
	CONCRETE/MASONRY	
bags	Portland Cement	30
cu.m	Washed Sand	2
cu.m	Gravel #3/4	3
	PARTITIONS	
pcs	6.0MM thick x 4' x 8' cement board	52
pcs	76mm x 3.0m x 0.6mm thick Metal Studs	79
pcs	76mm x 3.0m x 0.6mm thick Metal Tracks	38
pcs	12mm thick x 4' x 8' gypsum board	4
pcs	15mm x 100mm x 2440mm Polysterine Baseboard, matte fin (ver)	30
tube	No more nail construction adhesive, 320 gm	15
	CEILING	
pcs	Gypsum tiles ceiling, 9mm x 603mm x 1210mm orange skin	161
pc	9mm thick x 4' x 8' gypsum board	1
pc	Double furring channel, 12mm x 38mm x 5m x 0.6mm thick	1
pc	Carrying channel, 19mm x 50mm x 5m x 0.6mm thick	1
pcs	Furring clip	5
pcs	Wall angle 12' (grid)	36
pcs	Main tee 12' (grid)	28
pcs	Cross tee 4' (grid)	156
pcs	Cross tee 2' (grid)	166
	FLOORING	
pcs	300mm x 300mm x 3mm homogeneous vinyl tiles	1,271
gals	Acrylic flooring adhesive (5kls)	6
pcs	Putty knife, paint scrapper paleta without handle, 6"	5
gals	Floor sealer wax	2
pairs	Safety knitted cotton gloves	15
	PAINTING	
tins	Flat latex paint, white	3
tins	Semi-gloss latex paint, white	6
gals	Wood primer	2
gals	QDE water based white	2
bags	Skim coat, superfine	15
can	Wall (acrylic copolymer) emulsion putty, ready to use, fast dry, 1 kg	5
pcs	Roller brush 7", with handle	5
pcs	Roller brush 4", cotton with handle	15
pcs	Paint brush 2"	5



mtrs	Sanding paper #100	10
pcs	Sanding paper #220	25
pcs	Roller brush pan (tray)	5
rolls	Mesh tape, self-adhesive, 2 in x 250 ft	5
pcs	Pan/tray	5
	ELECTRICAL	
sets	600mm x 600mm recessed louver type lighting fixtures with mirrorized aluminum reflector and 2 -9watts, T8, Daylight LED tube with 800 lumens and 15,000 hours nominal lifetime, single end power connection, ready for connection.	38
set	Pinlight, 6" dia., recess type vertical downlight, galvanized metal w/aluminum beehive reflector, standard E27 ceramic socket and 12W LED Daylight bulb.	1
sets	Convenient outlet, two-gang, 220V, 15A, wide series, universal type, with plate and cover	16
sets	One way switch, two-gang, 220V, 10A, wide series, with plate and cover	4
boxes	150m, THHN/THWN - 2, 3.5 sq.m (electrical wire)	4
box	150m, THHN/THWN - 2, 5.5 sq.m (electrical wire)	1
rolls	100m flexible pipe, thick wall, ½" dia.	2
pcs	PVC orange flexible connector ½" dia.	200
pcs	½" G.I. metal conduit clamp, one hole	100
pcs	2" x 4" PVC utility box with cover	20
pcs	4" PVC octagonal junction box with cover	10
pcs	Electrical Tape (big)	20
units	Rechargeable Emergency Automatic Light Specification: Light Source: 2x3W SMT LED Battery: Sealed lead acid 12V 9.0Ah Performance Time (at full charge): 8hours for 2 bulbs and 14 hours for 1 bulb Automatic operation (turns on instantly when power is cut off Equipped with overcharging protection Fuse protected	3
	HARDWARES	
boxes	Blind rivet 1/8 x 3/4	5
pcs	Ficem board self-drive screw #7 x 1"	2500
pcs	Ficem board self-drive screw #7 x 1-1/2"	200
cls	G.I. Tie #16	10
box	1" dia drive pin (lower vel. Power fastener with washer) 100 pcs/box	1





box	Cartridge (6.8 x 11mm 0.27 caliber safety strip power loads) 100 pcs/box	1
pcs	Magnetic impact double ended Phillips screw driver bit, 65mm	10
pcs	Magnetic impact double ended Phillips screw driver bit, 110mm	3
pcs	Metal drill bit 1/8 dia. (heavy duty)	15
pcs	Metal cutting disk, super thin	15
	TOILET ACCESSORIES/ MATERIALS	
	Accessories:	
set	Water Closet, close coupled	1
	Nominal Dimension: 745 x 400 x 730mm	
	Material Grade: Grade A Vitreous China	
	Bowl Shape: Compact Elongated	
	Flushing: Single Flush (Push Button)	
	Accessories included: Snap on ball cock with float rod, flush valve with flapper	
set	PVC vanity wall hung cabinet	1
set	Single Lavatory faucet cold line	1
	Specification: Stainless Steel #304 made, brush finish Inside ceramic mechanism, stylish and modern, design, easy to install	
set	PVC P-trap 1 ¼"	1
	Specifications: Heavy duty white polypropylene includes washers and couplings	
set	Tank fittings, universal adj. height fill valve	1
	Special features: Adjustable height: height adjust 205 to 303mm; fits most toilet tanks and flexible hose, easy to install	
set	Flexible hose ½" x ½" x 12" L	1
	Specification Stainless steel grade 304 with brass nuts for faucet/water heater, maximum capacity of 90 degrees Celsius hose, braided fin	
set	Hand Bidet	1
	Specification High pressure reinforced netted hose handle, plastic made, 1.2m long	
set	Angle valve, ½" x ½"	1
	Specification Stainless steel #304 made, satin finish and inside ceramic mechanism	
set	Angle valve, ½" x ½" x ½", three-way	1



	Specification Stainless steel #304 made, satin finish and inside ceramic mechanism, double handle, double control	
set	Strainer floor drain with odor trap 4" x 4"	1
	Materials Stainless steel #304 Size: 4" x 4" Thickness: 3mm Sink Strainer Kind: Lift	
set	60sm x 210cm PVC door with glass include jamb and louver	1
set	Keyless bathroom door knob	1
	Sewer lines	
pc	4" dia. PVC sewer pipe series 1000 (Neltex)	1
pc	2" dia. PVC sewer pipe series 1000 (Neltex)	1
pcs	4" dia. PVC sewer pipe elbow 90 deg. (Neltex)	2
pc	4" - 2" dia. PVC sewer wye reducer (Neltex)	1
pc	2" dia. PVC sewer wye (Neltex)	1
pc	2" dia. PVC sewer P-trap (Neltex)	2
pcs	2" dia. PVC sewer elbow 45 deg. (Neltex)	4
pcs	2" dia. PVC sewer elbow 90 deg. (Neltex)	2
	Clear water lines	
pcs	PPR pipe 3/4" (25mm) dia. X 4m PN 20	8
pcs	PPR pipe 1/2" (20mm) dia. X 4m PN 20	1
pcs	PPR elbow 3/4" (25mm) dia. X 90 deg.	3
pcs	PPR elbow 1/2" (20mm) dia. X 90 deg.	5
pcs	PPR tee reducer 1" - 3/4" - 1/2" (32-25mm) dia.	1
pcs	PPR tee reducer 3/4" - 1/2" (25-20mm) dia.	2
pcs	PPR coupling 3/4" (25mm) dia.	3
pcs	PPR equal tee 3/4" (25mm) dia.	2
pcs	PPR equal tee 1/2" (20mm) dia.	2
pcs	PPR female adapter with brass thread 1/2" (20mm dia.)	2
pc	PPR stop valve 3/4" (25mm) dia.	1
	Wall and floor finish	
pcs	30cm x 30cm floor/wall tiles	176
bags	Tile adhesive, heavy duty, 25 kg/bag	5
bags	Tile grout, 2 kg/bag	2
pcs	PVC tile trim 8 ft	4
gals	Polyurethane Dispersion Waterproofing Member, ready to use, solvent free, permanent and highly elastic	2
set	Epoxy, all-purpose structural adhesive A & B, 1 liter	1
	DOORS AND WINDOWS	



unit	Aluminum casement double swing type window 1000mm x 1200mm w/ 6mm thk. clear glass	1
unit	Aluminum casement double swing type window 1000mm x 1200mm w/ 6mm thk. clear glass	1
pcs	1-1/2"x2"x10' Lumber, S4S	3
pcs	2"x6"x12' Lumber, S4S, KD (door jamb)	3
pcs	2"x6"x8' Lumber, S4S, KD (door jamb)	3
pcs	Loose pin type hinges 3.5" x 3.5" Heavy Duty	12
units	Cylindrical lever lockset, heavy duty Grade 2	4
units	Cylindrical lever lockset, heavy duty Grade 2	4
kl	Finishing nail 3"	0.5
kl	Finishing nail 2"	0.5
lot	Miscellaneous Expense (Delivery Cost)	1
	Nothing Follows	

<p>Prepared by:</p>  <p>ODESSA M. CORTEZ CCC Supervisor, CSIS</p>	<p>Approved by:</p>  <p>MGEN RICARDO C BANAYAT, AFP (RET) ADG II, CSIS</p>
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PRICE QUOTATION FORM

Date: _____

The Chairperson
 Canvass and Contract Committee
 Procurement Division, CAAP,
 MIA Road, Pasay City

Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Repair of ADG II, CSIS Office and Cybersecurity Office at AFC Building				
Technical Specifications	Qty	Unit	Unit Price	Total Price
CONCRETE/MASONRY				
Portland Cement	30	bags		
Washed Sand	2	cu.m		
Gravel #3/4	3	cu.m		
PARTITIONS				
6.0MM thick x 4' x 8' cement board	52	pcs		
76mm x 3.0m x 0.6mm thick Metal Studs	79	pcs		
76mm x 3.0m x 0.6mm thick Metal Tracks	38	pcs		
12mm thick x 4' x 8' gypsum board	4	pcs		
15mm x 100mm x 2440mm Polysterine Baseboard, matte fin (ver)	30	pcs		
No more nail construction adhesive, 320 gm	15	tube		
CEILING				
Gypsum tiles ceiling, 9mm x 603mm x 1210mm orange skin	161	pcs		
9mm thick x 4' x 8' gypsum board	1	pc		
Double furring channel, 12mm x 38mm x 5m x 0.6mm thick	1	pc		
Carrying channel, 19mm x 50mm x 5m x 0.6mm thick	1	pc		
Furring clip	5	pcs		
Wall angle 12' (grid)	36	pcs		
Main tee 12' (grid)	28	pcs		
Cross tee 4' (grid)	156	pcs		



Cross tee 2' (grid)	166	pcs		
FLOORING				
300mm x 300mm x 3mm homogeneous vinyl tiles	1,271	pcs		
Acrylic flooring adhesive (5kls)	6	gals		
Putty knife, paint scrapper paleta without handle, 6"	5	pcs		
Floor sealer wax	2	gals		
Safety knitted cotton gloves	15	pairs		
PAINTING				
Flat lates paint, white	3	tins		
Semi-gloss latex paint, white	6	tins		
Wood primer	2	gals		
QDE water based white	2	gals		
Skim coat, superfine	15	bags		
Wall (acrylic copolymer) emulsion putty, ready to use, fast dry, 1 kg	5	can		
Roller brush 7", with handle	5	pcs		
Roller brush 4", cotton with handle	15	pcs		
Paint brush 2"	5	pcs		
Sanding paper #100	10	mtrs		
Sanding paper #220	25	pcs		
Roller brush pan (tray)	5	pcs		
Mesh tape, self-adhesive, 2 in x 250 ft	5	rolls		
Pan/tray	5	pcs		
ELECTRICAL				
600mm x 600mm recessed louver type lighting fixtures with mirrorized aluminum reflector and 2 - 9watts, T8, Daylight LED tube with 800 lumens and 15,000 hours nominal lifetime, single end power connection, ready for connection.	38	sets		
Penlight, 6" dia., recess type vertical downlight, galvanized metal w/aluminum beehive reflector,	1	set		



standard E27 ceramic socket and 12W LED Daylight bulb.				
Convenient outlet, two-gang, 220V, 15A, wide series, universal type, with plate and cover	16	sets		
One way switch, two-gang, 220V, 10A, wide series, with plate and cover	4	sets		
150m, THHN/THWN – 2, 3.5 sq.m (electrical wire)	4	boxes		
150m, THHN/THWN – 2, 5.5 sq.m (electrical wire)	1	box		
100m flexible pipe, thick wall, ½” dia.	2	rolls		
PVC orange flexible connector ½” dia.	200	pcs		
½” G.I. metal conduit clamp, one hole	100	pcs		
2” x 4” PVC utility box with cover	20	pcs		
4” PVC octagonal junction box with cover	10	pcs		
Electrical Tape (big)	20	pcs		
Rechargeable Emergency Automatic Light Specification: Light Source: 2x3W SMT LED Battery: Sealed lead acid 12V 9.0Ah Performance Time (at full charge): 8hours for 2 bulbs and 14 hours for 1 bulb Automatic operation (turns on instantly when power is cut off Equipped with overcharging protection Fuse protected	3	unit		
HARDWARES				
Blind rivet 1/8 x 3/4	5	boxes		
Ficem board self-drive screw #7 x 1”	2500	pcs		
Ficem board self-drive screw #7 x 1-1/2”	200	pcs		
G.I. Tie #16	10	cls		
1” dia drive pin (lower vel. Power fastener with washer) 100 pcs/box	1	box		
Cartridge (6.8 x 11mm 0.27 caliber safety strip power loads) 100 pcs/box	1	box		



Magnetic impact double ended Phillips screw driver bit, 65mm	10	pcs		
Magnetic impact double ended Phillips screw driver bit, 110mm	3	pcs		
Metal drill bit 1/8 dia. (heavy duty)	15	pcs		
Metal cutting disk, super thin	15	pcs		
TOILET ACCESSORIES/ MATERIALS				
Accessories:				
Water Closet, close coupled	1	set		
Nominal Dimension: 745 x 400 x 730mm				
Material Grade: Grade A Vitreous China				
Bowl Shape: Compact Elongated				
Flushing: Single Flush (Push Button)				
Accessories included: Snap on ball cock with float rod, flush valve with flapper				
PVC vanity wall hung cabinet	1	set		
Single Lavatory faucet cold line	1	set		
Specification:				
Stainless Steel #304 made, brush finish				
Inside ceramic mechanism, stylish and modern, design, easy to install				
PVC P-trap 1 ¼"	1	set		
Specifications:				
Heavy duty white polypropylene includes washers and couplings				
Tank fittings, universal adj. height fill valve	1	set		
Special features:				
Adjustable height: height adjust 205 to 303mm; fits most toilet tanks and flexible hose, easy to install				
Flexible hose ½" x ½" x 12" L	1	set		
Specification				
Stainless steel grade 304 with brass nuts for faucet/water heater, maximum capacity of 90 degrees Celsius hose, braided fin				



Hand Bidet	1	set		
Specification				
High pressure reinforced netted hose handle, plastic made, 1.2m long				
Angle valve, ½" x ½"	1	set		
Specification				
Stainless steel #304 made, satin finish and inside ceramic mechanism				
Angle valve, ½" x ½" x ½", three-way	1	set		
Specification				
Stainless steel #304 made, satin finish and inside ceramic mechanism, double handle, double control				
Strainer floor drain with odor trap 4" x 4"	1	set		
Materials				
Stainless steel #304				
Size: 4" x 4"				
Thickness: 3mm				
Sink Strainer Kind: Lift				
60sm x 210cm PVC door with glass include jamb and louver	1	set		
Keyless bathroom door knob	1	set		
Sewer lines				
4" dia. PVC sewer pipe series 1000 (Neltex)	1	pc		
2" dia. PVC sewer pipe series 1000 (Neltex)	1	pc		
4" dia. PVC sewer pipe elbow 90 deg. (Neltex)	2	pcs		
4" – 2" dia. PVC sewer wye reducer (Neltex)	1	pc		
2" dia. PVC sewer wye (Neltex)	1	pc		
2" dia. PVC sewer P-trap (Neltex)	2	pc		
2" dia. PVC sewer elbow 45 deg. (Neltex)	4	pcs		
2" dia. PVC sewer elbow 90 deg. (Neltex)	2	pcs		
Clear water lines				



PPR pipe 3/4" (25mm) dia. X 4m PN 20	8	pcs		
PPR pipe 1/2" (20mm) dia. X 4m PN 20	1	pcs		
PPR elbow 3/4" (25mm) dia. X 90 deg.	3	pcs		
PPR elbow 1/2" (20mm) dia. X 90 deg.	5	pcs		
PPR tee reducer 1" - 3/4" - 1/2" (32-25mm) dia.	1	pcs		
PPR tee reducer 3/4" - 1/2" (25-20mm) dia.	2	pcs		
PPR coupling 3/4" (25mm) dia.	3	pcs		
PPR equal tee 3/4" (25mm) dia.	2	pcs		
PPR equal tee 1/2" (20mm) dia.	2	pcs		
PPR female adapter with brass thread 1/2" (20mm dia.)	2	pcs		
PPR stop valve 3/4" (25mm) dia.	1	pc		
Wall and floor finish				
30cm x 30cm floor/wall tiles	176	pcs		
Tile adhesive, heavy duty, 25 kg/bag	5	bags		
Tile grout, 2 kg/bag	2	bags		
PVC tile trim 8 ft	4	pcs		
Polyurethane Dispersion Waterproofing Member, ready to use, solvent free, permanent and highly elastic	2	gals		
Epoxy, all-purpose structural adhesive A & B, 1 liter	1	set		
DOORS AND WINDOWS				
Aluminum casement double swing type window 1000mm x 1200mm w/ 6mm thk. clear glass	1	pcs		
Aluminum casement double swing type window 1000mm x 1200mm w/ 6mm thk. clear glass	1	pcs		
1-1/2"x2"x10' Lumber, S4S	3	pcs		
2"x6"x12' Lumber, S4S, KD (door jamb)	3	pcs		
2"x6"x8' Lumber, S4S, KD (door jamb)	3	pcs		
Loose pin type hinges 3.5" x 3.5" Heavy Duty	12	pcs		
Cylindrical lever lockset, heavy duty Grade 2	4	pcs		



Cylindrical lever lockset, heavy duty Grade 2	4	pcs		
Finishing nail 3"	0.5	lot		
Finishing nail 2"	0.5	lot		
Miscellaneous Expense (Delivery Cost)	1	lot		
Total (Inclusive of VAT)				

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Position

Name of Company

Contact No.

Email Address